



Specification and Schedule of Works

For

Accessibility Improvements

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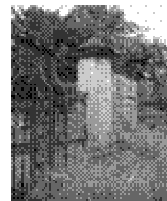
St Peters Church, Sharnbrook

Prepared by; - D. Llewellyn Ba Arch, Dip Proj Man, MRICS, MCIOB

Priory Heritage Ltd, Lt Staughton, Bedfordshire, (01767) 631293, (01234) 376866

Date of Issue; - December 2024 (updated 03-2025)

Client; - Vicar and PCC St Peters, Sharnbrook



PART A PRELIMINARIES

1.0 - PARTIES TO THE WORKS

Item	Description	Cost
1.01. Employer	The employer for the works shall be St Peters Church Sharnbrook PCC	
1.02. Contract Administrator	The clients Contract Administrator (C.A.) for the works will be Priory Heritage Historic Buildings Consultants; The Old Clay Works, Lt Staughton, Bedfordshire, MK44 2BX Telephone (01234) 376866	
1.03. CDM	Construction (Design and Management) Regulations 2015. The previous 'CDM Coordinator' role has been replaced by the Principal Designer who must be appointed if the project is notifiable to the HSE or if the project involves more than one contractor. A project is notifiable if it likely to be more than 30 days in duration and involve more than 20 workers or if it is likely to be more than 500 person days. It is not anticipated this project will be notifiable under current CDM regulations. Where projects are notifiable or where more than one contractor is involved in the works or the Contractor is to employ one or more subcontractors then unless otherwise stated the Contractor shall allow to provide the role of Principal Contractor (PC) within the meaning of the CDM Regulations. This will include managing the separate contractors regarding health and safety on the site and ensuring proper coordination of all site work. Where more than one contractor is employed on site or the contractor employs subcontractors the employer will ensure that a Principal Designer (PD) is appointed for the project. They will be responsible for issuing Pre-Construction Information and ensure that a H&S File for the project is prepared on completion. The contractor, acting as PC, must prepare a Construction Phase Plan (CPP) prior to starting work. The CPP must be acceptable to the clients PD and approved before the works commence	
1.04. Site safety	Safety on site shall remain the contractors responsibility and take reasonable steps to keep unauthorised persons off site. 'Authorised persons' shall be confirmed at the pre-contract meeting. Update the CPP throughout the duration of the job and provide the	

necessary information to the PD to enable him to include that information in the Health and Safety File.

Provide adequate training to all site operatives and manage all site risks and hazards including those arising from the design which should be notified to the PD.

1.05. Contractor To be Confirmed

1.06. Diocese St Albans

2.0 - THE WORKS IN GENERAL

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| 2.01. Site Location | The works are located to the South Porch and external graveyard areas at St Peters, Sharnbrook, Bedfordshire. |
| 2.02. Pre Contract Site Access | In the event the contractor requires access to the site this shall be agreed via David Llewellyn of Priory Heritage |
| 2.03. Project Summary | <p>The works shall consist of;</p> <ul style="list-style-type: none">1) Relaying the south porch floor to eliminate threshold steps2) Replacing loose gravel paths with resin bound gravel3) Create side gate alongside 'kissing gate' to North boundary |
| 2.04. Schedule | <p>The contractor is to produce a bar chart to indicate his anticipated programme at the pre contract meeting.</p> <p>The contractor shall allow to attend periodic progress meetings on site with the client / C.A. as appropriate and as agreed at pre contract meeting</p> |
| 2.05. Payment | Unless otherwise agreed the contractor shall make application for payment at intervals not less than 4 weekly via the Contract Administrator. See item 4.05 |
| 2.06. Pre-start | At commencement of the works the contractor shall record the condition of all items such as paths, grass area + gullies etc which might be defective before work starts hence likely to affect satisfactory completion of item 8.01 and 8.02 |

3.0 - TENDER INSTRUCTION

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| 3.01. Quality | <p>The tender documents must not be regarded as a complete statement of all work or materials required to complete the project. The contractor shall include for all procedure and items required to complete the works outlined therein to a proper and workman like standard in compliance with all current legislation.</p> |
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- 3.02. Quantities** There will be no formal Bill of Quantities prepared for this project. The contractor shall make his own judgement from a site visit and supplied drawings / schedule as to the exact amounts required to undertake the works required for each item.
- 3.03. Priced Schedule** The contractor appointed shall provide to the C.A. a detailed cost breakdown to be set against specification clauses
- 3.04. Variations** All variations shall be agreed in advance with the Client / Contract Administrator. Variations not notified and agreed in advance may be disallowed from the final account.
- All additions or omissions from the contract sum shall be priced within 14 days. Subsequent to this period, failure to provide information to the Contract Administrator for cost variations within 7 days of a written request may result in additional costs being disallowed in the final account.
- 3.05. Tender Appointment** The employer does not hold himself liable to accept the lowest or any of the tenders submitted. The tenders submitted must remain valid for acceptance by the employer for a period not less than 30 days from stipulated submission date
- 3.06. Submission Date** The contractor shall return his quotation by the date stated on the form of tender any received after this date shall not be considered.
- 3.07. Contingency Sum** The contractor shall include a 5% contingency allowance beyond the net cost of the works for unforeseen items. This shall only be utilised by written instruction from the C.A. The contingency shall be included within the final tender sum where indicated at close of Part B scheduled items.
- 3.08. Qualifications** The contractors quote shall be deemed to include all work described or reasonably inferred as necessary for the proper execution of the works in accordance with current best practice.
- In order to maintain a consistent and fair basis for tendering contractors shall list (at end of Part B schedule of works) and price any items which are included within the tender sum and considered essential to the proper execution of the project but not specifically included in the following specified and scheduled items.

4.0 - CONTRACT DOCUMENTS

- 4.01. Version** The contract document shall be by exchange of letters format.
- Key terms;
- Commencement Date; To be confirmed
- Completion Date; duration of works to be stated on form of tender
- Liquidated damages; Nil
- Rectification (defect) Period 12 months from Practical Completion

		Interim payments: The first Interim Date is one month after start on site and thereafter at intervals of one month. Unfixed materials or workmanship off site shall not be included in valuations unless by special arrangement pre-contract. Payments due prior to practical completion – percentage payable of the total value of work 95% Payments which become due on or after practical completion – percentage of the total amount to be paid to the Contractor 97.5% Supply of documentation for computation of amount to be finally certified 3 months from the date of Practical Completion Contractor's Public Liability Insurance: injury to persons or property – the required level of cover is not less than £5 million for any one occurrence or series of occurrences arising out of one event Insurance of the Works etc. – alternative provisions cover for terrorism not required. (Works & existing structures insurance by Employer in Joint Names) Adjudication and Arbitration – Nominating Body to be Royal Institute of Chartered Surveyors
4.02.	Drawings	The contract drawings shall be 2416-1 to 2416-8 as reduced copies appended to schedule of work. (originals at A3 size).
4.03.	Copies of Documents	A copy of the signed contract document shall be available from the C.A. on request
4.04.	Dimensions	The contractor shall take dimensions for estimating and construction from site. Do not scale from the drawings use written dimensions where stated. If discrepancies are encountered consult the C.A..
4.05.	Interim claims for payment and Valuations	Interim payments are to become due to the contractor at intervals of not less than four weeks. A schedule of due dates is to be agreed pre-contract. In the event of extension of time on the works the due dates shall be considered to continue at equal intervals The contractor shall submit his interim claim for payment to the Contract Administrator 7 working days before the 'due date' who shall consider the claim and issue an appropriate certificate to the client and contractor authorising payment. The certificate issued to the contractor with associated valuation shall be considered to represent the 'Payment notice' or 'Payless notice' within current Construction Act process where appropriate. This shall be issued within 5 days after expiry of the due date. Once confirmed by certificate the amount shown +VAT is due to be paid by the client to the contractor 14 days from issue of the certificate.

5.0 - STATUTORY AUTHORITIES / OBLIGATIONS

5.01.	Planning	Not Required
5.02.	Listed Building	Not Required
5.03.	Building Control	Not Required
5.04.	DAC / Faculty	In progress, confirm prior to start on site
5.05.	Archaeologist	The project involves limited excavation of the existing path construction. Whilst no significant Archaeological impact is anticipated it is possible a degree of Archaeological oversite may be undertaken and if so this will be agreed at pre contract meeting and costs as applicable paid direct by the PCC. In the event any more significant excavation is later instructed beyond the location of existing paths the Contractor's operatives must be aware that human remains or other archaeological items may be encountered work should stop immediately and further advice be sought from the CA.
5.06.	Utility Services	The contractor shall take all reasonable steps to locate and maintain provision of utility services in particular a storm drain believed to pass across the front of the South porch. The contractor shall notify the relevant authorities not less than one week in advance where works may interrupt the supply
5.07.	Site access	The contractor shall exercise reasonable control measures to ensure only those entitled to gain access to the site may do so. The persons authorised shall be agreed at the pre contract meeting with the C.A. The general contractor shall ensure the use of safety helmets in accordance with current legislation and ensure he maintains spare helmets on site for use by authorised visitors.
5.08.	L.A notification	Where required the Contractor shall be responsible for serving appropriate Notices on the Local Authority when work on site is commenced and during the contract at the appropriate stages and upon completion. Where appropriate the Contractor shall obtain a Notice of Satisfactory Completion of the Works from the Local Authority.
5.09.	Site Safety	The contractor shall be responsible for site safety and shall include within his quote for compliance with all relevant health, safety and workforce welfare legislation. The contractor shall provide information reasonably required in preparation of the clients H&S file in compliance with CDM regulations and a copy of his project risk assessment for the works on request. It is not anticipated asbestos will be encountered during the schedule works but remain alert for presence of asbestos

previously used or incorporated into the structure. Allow to undertake contractors pre-start site inspection as required for compliance with Statutory instrument 1969 No 69 (and subsequent Instruments relating to asbestos), the Codes of Practice and Guidance notes published by the Asbestos Research Council, and the Health and Safety at Work Act.

- 5.010. Fire Precautions** The general contractor shall be responsible to ensure his own and sub contract operatives take all reasonable precautions to prevent loss or damage by fire. All operatives should be made aware of the location of fire extinguishers and be able to contact responsible officials in the event of an emergency.
- 5.011. Ecologist (Bat) Protection** Under THE WILDLIFE AND COUNTRYSIDE ACT 1981 bats are granted full protection. It is illegal not only to intentionally kill, injure or handle any bat but also intentionally to damage, destroy or obstruct access to any place that a bat uses for shelter or protection or to disturb a bat whilst it is occupying such a place. In this context 'damage' means make worse for a bat and so includes such operations as chemical treatment of timbers.
- Timber treatment - Organochlorine woodworm killers are not to be used where bats are in evidence. An alternative Synthetic pyrethroid insecticide such as permethrin and cypermethrin may be permitted if agreed with the C.A in advance.
- 5.012. Commencement** The contractor shall not commence work until the contract documentation is signed and returned to the C.A. The contractor shall notify the C.A. at least two working days in advance when work shall start on site.
- 5.013. Noise** The Contractors attention is drawn to sections 60 and 61 of the Control of Pollution Act 1974 and B.S. 5228:1975. These refer to the control of noise from construction works and the need to establish from the Local Authority responsible, what requirements or restrictions may apply to the works. The Contractor is responsible for complying with such requirements and is to allow in his tender for any costs arising from such compliance. No instruction issued by the Architect shall relieve the Contractor from compliance with the Act.
- 5.014. Insurance** The contractor shall maintain adequate insurance for the works as defined in the contract. The Contractor must indemnify the Employer against all liabilities, loss, claim, expense or proceedings whatsoever, in respect of damage arising from his (or his subcontractors) operatives negligence. Particular care should be exercised in the use of heat producing appliances such as blow torches for lead-working.
- Existing structures, contents and unfixed materials / goods (except Contractor's sheds, plant, tools and equipment) shall be insured in joint names. The Employer shall notify his insurers prior to commencement of the works to maintain insurance cover against such risks. (see also 7.01 materials on site)

6.0 - PROJECT MANAGEMENT

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| 6.01. Supervision | <p>The general contractor shall be responsible for the day to day project management of his operatives and for co-ordination with both domestic and nominated sub-contract operatives</p> <p>The general contractor shall prepare a schedule for the works and shall keep this updated throughout the duration of the project.</p> |
| 6.02. Sub-Contract | <p>The contractor shall ensure that all subcontractors whether nominated or domestic appointments are instructed via a proprietary form of subcontract and hold an appropriate 'sub-contractors' certificate from Inland revenue for tax purposes</p> |
| 6.03. Site Facilities | <p>The contractor shall provide and locate in an agreed position such temporary site facilities for use by his own and sub-contract operatives as required to comply with current legislation. This is to include allowance for welfare facilities necessary under CDM legislation.</p> <p>Assume for tendering on this project there is no requirement for a separate portable WC. Toilet facilities exist in the Church and may be used provided they are maintained in a clean condition during the works and left 'as found' on completion.</p> <p>Allow within tender for secure site storage unit as necessary if valuable materials / equipment is proposed to be stored on site.</p> |
| 6.04. Scaffold | <p>No scaffold is anticipated necessary for the works</p> |
| 6.05. Site Security | <p>The contractor shall take all reasonable measures to maintain public safety and prevent unauthorised access to the area of the works.</p> |
| 6.06. Protection | <p>The works are primarily external but insofar as relevant to the minor works around the inner porch threshold the contractor shall supply and maintain adequate covers to protect internal fixtures and fittings from damage by dust or debris arising from the works. Items of particular value or historic importance shall be physically protected by taped plastic sheeting + plywood casing or similar method as appropriate to prevent damage.</p> <p>The contractor shall throughout the works be responsible for taking all reasonable measures to protect external works from damage by the weather and to minimise delays consequent on inclement weather conditions.</p> <p>The completed works shall be protected from frost and all materials shall be stored in accordance with manufacturer's recommendations.</p> |
| 6.07. Site use | <p>To limit extent of disturbance, at precontract meeting the areas of the churchyard affected by the works + accessible for the contractor shall be agreed and subsequently all contractors activities restricted to those areas.</p> |

- 6.08. Site Services** The contractor shall make arrangements for the temporary supply of water and electricity for the works. Assume for tendering these are available free of charge for all works reasonably in connection with the contract.
- 6.09. Electrical** Main electrical supply / switchgear is located in the Tower base. Include to visit site to inspect the existing installation prior to tender to ascertain suitability + costs in connection with adding supply for new external lights. Where electrical works are later scheduled or found necessary as temporary works the electrical contractors shall have N.I.C.E.I.C Approved Contractor Status.
- If required to enable the works all temporary electrical wiring installed shall comply with N.I.C.E.I.C. regulations and be disconnected at the end of each working day.
- Where electrical fittings arrive on site in packaging the packaging should be removed and disposed of tidily.
- All waste material should be removed from site at the earliest opportunity so as not to cause nuisance or fire risk.
- 6.010. Dayworks** Where dayworks have been agreed in advance the contractors foreman shall be held responsible for maintaining accurate operative time-sheets and submitting copies to the C.A. weekly (or at some other interval as shall be agreed with the C.A. in advance)
- 6.011. Completion** The contractor shall notify the C.A. when he considers the works completed to specification.
- The works shall be deemed practically complete by the C.A. who at this point shall issue a practical completion certificate and reduce retention held against the contractor to 2.5% certified value.
- This money shall be retained on deposit by the client for the 12 month defect retention period
- At expiry of the defects period the contractor shall notify the C.A. that the works are complete and following a final inspection the C.A. shall certify the outstanding sum due to the final certificate.
- 6.012. Non Completion** The contractor shall state on his form of tender the number of weeks duration anticipated on site.
- A start and completion date based on this shall be agreed at the pre-contract meeting.
- Damages for non-completion by the agreed date after allowing extension of time for extra works and non-seasonal inclement weather shall be applied at the rate £...Nil..... per week.
- 6.013. Inspection** The C.A. shall visit periodically to inspect the works.
- The contractor shall maintain on site at all times a competent workman vested with authority to discuss the works and take instruction from the C.A.

7.0 – THE WORKS

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| 7.01. Materials | <p>In the event any material, product or quality of workmanship is not fully specified it shall be suitable for the purposes of the works stated in or reasonably to be inferred from the contract documents and in accordance with best building practice.</p> <p>Other than bulk unprocessed materials such as sand / gravel etc only sufficient quantity of materials as required for the days work shall be brought to site. Valuable materials particularly metal sheet for roofing shall NOT be stored on site without specific written instruction from the C.A.</p> |
| 7.02. Method Statement | <p>The successful contractor will be required to submit his method statement for the protection of external areas with particular attention to agreed schedules to maintain safe public access to the building during the works</p> |
| 7.03. Delay | <p>The contractor shall allow for all reasonable and approved building aids and methods to prevent or minimise delays during cold and inclement weather.</p> |
| 7.04. Rubbish | <p>Maintain a tidy and workmanlike site.</p> <p>Ensure all rubbish and debris is removed or skipped on a day to day basis. On completion of the works the contractor shall thoroughly clean and tidy the works removing all dirt / debris and surplus materials</p> |
| 7.05. Ground Protection | <p>Perimeter drains and open gullies in the vicinity of the works to be covered to stop debris falling and silting them up.</p> |
| 7.06. Tarmac paths (Existing) | <p>Areas to be patched or adjusted to suit new paths shall be marked out and carefully cut with a power saw to form a regular perimeter. Vertical edges of cuts shall be coated with a jointing compound (cold pour) prior to the first pour of Tarmac. Fresh hot Tarmac should be used in at least two layers each layer to be compacted with a punnel or vibrating plate. The seams of the repair shall be sealed with a joining compound.</p> |
| 7.07. Stonework | <p>All stonework is to be undertaken by qualified stonemasons approved by the client's C.A.</p> <p>All new stone is to match the size and scale of the original. Several smaller stones are not to be substituted for an original large stone.</p> <p>All new stones shall be a minimum of 100mm in depth from the face of the wall. The exact worked face shall be agreed with the Architect on site but may generally be assumed to be left from the chisel. (sawn stone shall be hand tooled to all visible surfaces to soften edge and remove saw striations)</p> <p>All mouldings, curves, angles, etc., are to be worked out of the solid. Angle mitre-joints will not be permitted. Sound original stone is to be retained where possible and rebuilt into the works. Include for all dowels / cramps as may reasonably be required.</p> |

7.08. Mortar

The preferred mortar for all walling pointing work shall generally be assumed to be three parts sharp sand to one part fat lime putty. The mix should be left for at least a day to mature before use

Masonry and pointing shall not be undertaken during winter months where there is a reasonable probability of hard frost. If conditions are less favourable (but not so severe as to prevent working) or the work is in an exposed locations the fat lime putty mortar may not be suitable. In such situations and in agreement with the client's C.A., mortar for walling pointing work shall be undertaken using NHL 2 Hydraulic lime in place of the lime putty. Mix assumed to be 2.5: 1 (sharp sand: lime).

The sand shall be clean sharp pit sand. A sample to be agreed with the Architect before work commences. On no account should soft builder's sand be used. Exact mortar mix to be agreed on site and a sample panel prepared for approval.

A coarse gritty texture of joints is required and should be obtained by brushing the surface of the mortar before it achieves a full set using a stiff brush or scraping with a pointing trowel

In hot or windy conditions precautions must be taken to prevent rapid evaporation from the mortar. Rapid drying will result in shrinkage cracking / early failure of the joints and an unsightly pale surface. Keep covered with damp hessian and spray down fresh pointing for a minimum period of seven days during hot weather to prevent rapid evaporation.

7.09. Lime Supply

Generally to be fresh non-hydraulic lime putty to BS890 from one of the following suppliers (or similar approved):

Chard Building Supplies Tel. 01179 777681

Singleton Birch Ltd Tel. 01652 688386

Bleaklow Industries Ltd Tel. 01246 582284

Hirst Conservation Materials Ltd Tel. 01529 497517

Lincolnshire Lime Tel. 01469 531227

Where an Hydraulic lime is agreed this shall be no stronger than NHL2 and from a similar approved source. Ensure Hydraulic lime is used and stored in accordance with suppliers recommendations.

Hydrated lime shall not be used and neither shall a lime mix gauged with cement be used.

7.010. Sand

Sand should be washed coarse, sharp, pit sand graded in accordance with BS 812 Testing aggregates and BS EN 13139 Aggregates for mortar. Sand to be dark yellow or brown in colour to sample approval on site to suit existing aggregate in mortar.

**7.011. Pointing
General**

Any areas instructed for repointing shall be treated by raking out the joints to a minimum depth of 40^{mm}. Existing mortar is to be removed from the joints by hand with simple hand tools. Mechanical cutting out with powered devices is prohibited. Thoroughly wet all surfaces before new mortar is bedded in. The joints shall not be made wider to admit the pointing.

New mortar joints are to match the thickness of the existing as far as possible. Mortar to be firmly tamped in leaving no voids. When firm but before achieving an initial set the mortar is to be 'bagged off' / brushed to expose grit in surface.

A sample area approximately 1m² is to be prepared for approval by the contract administrator before pointing generally is commenced. (The exact period from placing mortar to brushing of finished face will be dependant on site conditions and prevailing weather. This could require pointing to be finished the day following application)

7.012. Pointing Ashlar

Fine jointing in ashlar work will require joints to be carefully cut out by hand with fine saw blade or hooked knife. Widening of joints shall NOT be permitted. Blow out dust and damp down raked out joints.

Lime mortar shall be fine screened and / or made up with silver sand as dictated by site conditions and joint widths. Mortar may require to be more fluid hence shall be applied into joints through 50mm tape placed over joint then slit to allow mortar to be firmly tamped into joint without staining adjacent ashlar face.

8.0 - DRAINAGE

8.01. Storm drain

New pipes to be 100^{mm} diameter UPVC with approved joints and fittings to suit all laid to falls minimum 1:40 in pea shingle / selected backfill. All drain lengths to be roddable with no bends greater than 150 or junctions located to prevent access for clearing all drain runs.

Inspection points for rodding / clearing blockages to be min 450mm dia proprietary UPVC backed up with 100^{mm} weak mix concrete and all fitted cover and frame flush with finished GL. Where rodding eyes are agreed these to be brought to GL and cast into 300^{mm} concrete slab.

Areas in trafficked areas, pavements or vehicle access / parking bays to be protected with concrete cover over pipes to Building Regulation compliance.

8.02. Soakaways

In the event a new soakaway is required and instructed on site it shall be constructed using 'Wavin Oasma Aquacell Lite' units dimensions 1.0m x 0.5m x 0.4m. Cut out all as necessary for inlet of new pipeline. Soakaways to be wrapped in approved geotextile membrane and fitted all in accordance with manufacturers instructions. All units positioned minimum 5.0m away from buildings but exact positions confirmed on site with CA.

8.03. Excavation safety

The Contractor is responsible for taking whatever precautions are necessary to eliminate any risk of collapse of the sides of excavations. If any remedial work is necessitated by the absence or failure of support, this is to be carried out at the Contractor's expense.

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| 8.04. | Ground water | Trenches must be kept clean and free from water. The Contractor must not, without written permission from the Architects, use any method of keeping the excavations free from water which involves continuous pumping. |
| 8.05. | Topsoil | The top soil for re-use / re-grading levels on completion as applicable to be set aside neatly in a separate spoil heap for re-use. |
| 8.06. | Quality and approvals | <p>All drainage to be carried out to be completely satisfactory to the Architects and Local Authority. All drainage to comply with Building Regulations Part H 1990. All drains to be tested with air, water or other approved test as required, and no drain trenches are to be filled in until the Architects and Local Authority have approved the drain.</p> <p>Granular bedding and surround is to be minimum 150 mm thick approved 'pea gravel;' or 10-6 crushed limestone. All drain runs fittings are to have surrounds and where adjoining, or within the building, the surround to be in 150 minimum concrete unless otherwise agreed. Runs through or under walls to have a protecting lintel over.</p> <p>After the drains have been approved and surrounds installed, the material from excavations is to be returned, filled in and rammed and the surplus carted away. No ramming is to be done until pipes and surround materials are covered to a depth of 300 mm with earth carefully freed from large stones.</p> |

9.0 - COMPLETION

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| 9.01. | Make Good | <p>On completion of the works a site inspection will be undertaken to confirm practical completion and / or full completion as appropriate. This will identify defects and damage reasonably associated with the contracted works which contractor shall make good howsoever caused.</p> <p>This is to include all making good consequent on direct labour works and all subcontractors works.</p> |
| 9.02. | Tidy | <p>At handover clean and tidy the site. Remove all debris and surplus materials. Rake out debris from grass areas and reseed as needed. Clear all gullies and gutters leaving operational on completion.</p> |
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Part A Sub Total £.....

PART B - WORKS SCHEDULE

9.0 - GENERAL AND PREPARATORY WORKS

9.01.	General Scope	The work shall consist of; a) Works to relay South porch floor to create ramped access b) Associated works to inner + outer porch doors, handrails etc c) Creation of pedestrian side gate to north boundary wall d) Replace existing loose gravel paths with resin bound gravel.	
9.02.	Access	The contractor shall visit site before tendering to assess relevant conditions affecting his quotation.	
9.03.	Preliminaries	Allow here to bring forward all costs associated with preliminaries section A	£.....
9.04.	Hoardings etc	Allow for all access and safety equipment needed to undertake the work and maintain public safety / access into the church via agreed entrances and general public safety past the external works.	£.....
9.05.	Site Storage	An external area adjacent the works will be defined for site storage of bulk materials and securely fenced off by the contractor using Heras panels or similar. A limited area for storage of small tools and equipment within the building to be agreed at pre-contract meeting. Any materials or equipment left on site is at the contractor's risk.	£.....
9.06.	Debris	Clear up debris and surplus materials as it arises. Maintain a tidy site and do not allow general construction debris or rubbish to cause a nuisance in other areas of the site.	£.....
9.07.	Existing Services	<u>Water</u> - Available on site. Allow for temporary provision as necessary to get water to point of use for the work and for welfare use. <u>Electric</u> - This is available at the church and available free of charge for all activities reasonably in connection with the works <u>Toilets</u> - There are toilets within the Church / adjacent hall. Maintain in good order throughout the contract works on site.. <u>Welfare</u> - The contractor shall provide his own facilities, site hut etc as necessary for general welfare and safety in accordance with current regulations.	£.....
9.08.	Asbestos	Do not include any special costs for removal or disposal of asbestos. In the event this is found or notified at pre-contract this will be priced as a variation.	£00.00

10.0 – SOUTH PORCH – LEVEL ACCESS WORKS

10.01.	Existing floor	Allow to lift existing floor slabs within porch to include removal of upper and lower step + threshold stones at doorway. Clean and set aside sound slabs for reuse as later agreed.	£.....
10.02.	Existing doors	At appropriate point in schedule allow to remove inner door and outer bird screen. Allow to carefully add matching timber section to base of inner door to manage gap against revised levels of new ramp. New base section on base of door to include rebate fitted with 'Sealmaster Typhoon' SM&23 type blade seal + carrier or similar approved suitable for the final under-door gap. At completion of adjacent works refit inner door + adjust as necessary to leave in good functional order. Outer screen door replaced with new glass doors as later noted.	£.....
10.03.	Floor / ramp	Excavate to remove existing ground / structure forming base under the existing slabs to reduce levels suitable for new ramped access and associated bedding for slabs. Include to excavate at threshold for the drain channel + bedding After completion of 10.04 and 10.05 allow to lay sub base structure to achieve a minimum thickness 150mm crushed stone / MOT 1 or similar. The existing subbase materials may be retained + revised if suitable and agreed with C.A on site. Relay stone slabs to create ramp as shown on drawing at a fall not greater than 1:20. Slabs to be fully bedded on min 75mm weak mix lime concrete with all joints fully filled lime mortar on completion. Include in this item for additional stone slabs to match to make up any shortfall from breakages + slight increase in length of ramp compared to original floor. Make good to stone floor at doorway within aisle where disturbed / adjusted by removal of the former threshold step. All new floor to be even on completion with slabs meeting edges of threshold / drainage channels without creating trip hazards. All slabs laid with tight joints not exceeding 4mm. On completion neatly grout in tiles with NHL 3.5 lime mortar. (The sand may need to be less coarse than typically used for general mortar to accommodate narrow joints but soft sand shall not be used for this purpose)	£.....
10.04.	Drainage	Supply and bed concrete linear drainage channels to outer and inner arch positions as shown on drawing. These to be fitted with cast iron / corten steel slotted heel-safe gratings as indicated on drawing. Include for end fittings and connections to outfall. Supply and bed into position 100mm dia UPVC buried drainage to connect drain channels into existing storm drain believed to pass south face of porch. Final route and falls to be confirmed on site after excavation of existing gully / associated pipework levels	£.....

- 10.05. Stonework**
- To inner and outer door at the base + head of ramp structure allow to supply and bed new stone threshold alongside drain channel at new reduced level. Stone to be sawn Yorkstone of equal width to existing, minimum 100^{mm} thick and sourced to be full width of door as a single stone. Ensure threshold is laid level and solidly bedded into position in lime mortar. £.....
- Make good to side walls + door jamb arising due to reduced levels. Before the new threshold is bedded in place allow to cut out at low level to reveals of door arches as needed to fit new carved jamb sections to suite revised floor levels. All matching existing profile above. For estimating assume these quoins to be nominal 250^{mm} high. Exact dimension confirmed on site following removal of threshold section. £.....
- Some loss of decayed stone / previous piecing repairs is likely consequent as works are undertaken. Allow the provisional sum of £350.00 for additional piecing + masonry repairs to make good as instructed on site. £350.00
- 10.06. External**
- In front of the outer porch archway allow to lift concrete slabs + excavate as required for upper level area of ramp. Securely bed into position new / reclaimed 50^{mm} Yorkstone stone slabs matching ramp in front of the South Porch to create the upper level area on indicated on drawing. **NB**, landing area to be laid including slight camber toward drainage channel and ensure these slabs in particular do not trap pockets of water which might later freeze and be a considerable hazard. £.....
- Allow in this item to supply and firmly bed into place the sections of low Yorkstone kerb alongside the outer ramp and the step fitted to the south side of the level paved area. Side kerbs to be nominal 200mm wide including 38^{mm} bevel to upper arris both sides and constructed to project apx 100mm above average adjacent ground levels. Step tread + riser to be created 'as one' from a single section and overall length of step formed using not more than three separate stones. Step 350^{mm} wide with 25^{mm} bullnosed edge £.....
- Ensure the new kerb edging sections to the ramp are firmly doveled / cramped into their lower bedding structure sufficiently to ensure long term stability of upper handrails.
- Refit iron boot scraper back into original low level recess in south porch to RH side of arch.
- The continuation of ramp surface both sides is formed in resin bonded gravel and costs to be included with later scheduled works in section 12.0
- 10.07. Handrails**
- Allow for specialist blacksmith to fabricate purpose made iron handrails as indicated on drawing.
- All vertical posts supporting handrail to be securely fitted into stone kerb edges by creating deep sockets and securing ironwork in position using traditional hot poured lead caulking. (Not resin or driven lead wedges) £.....

10.08.	Outer glazed doors	Allow the provisional sum of £17,000 for nominated specialist subcontractor to fabricate and install a pair of bespoke frameless glass doors compete with associated ironmongery / door handles etc. New doors to be fitted into the existing arch rebate on inside face as currently occupied by the bird screen doors. Main contractor to add for P+A and for minor works to neatly remove old iron hinges from stonework and make good damage prior to installation of new glass doors.	£17,000 £..... p/a
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11.0 – NORTH SIDE ACCESS GATE

11.01.	Wall (remove)	Allow to carefully dismantle apx 1.5m section of churchyard wall alongside the existing kissing gate access as indicated on drawing. Set aside all sound stone for reuse. Dispose of all debris.	£.....
11.02.	Wall (rebuild)	Allow to excavate nominal 600 x 600 x 450 concrete pad foundation finished 100mm below GL then construct new stone pier where drawn. New 3rd pier to match dimensions and design of the existing two piers. New pier built up in hydraulic lime mortar with the quoins and squared walling used for the 3rd pier to be of consistent type and coursing heights to match the adjacent. Cap new pier using a single Yorkstone slab of dimension + profile to match detail of existing adjacent complete with underside rebate creating effective drip edge to perimeter. Width between new 3rd pier and adjacent pier (2) shall be 915mm allowing apx 900mm clear width for gate on completion As work proceeds for construction of the 3rd pier allow to rebuild masonry immediately adjacent ensuring a consistent bond is achieved for the new pier into the rebuilt / existing wall Include in this item to supply and bed into concrete base a full width Yorkstone threshold strip across the gate on line of the proposed gate. Threshold stone to be nominal 300 wide x 150mm thick x full width between piers.	£..... £250.00
11.03.	Existing piers	Allow to fully rake and repoint the two existing gate piers (1) + (2) using hydraulic lime mortar as used for the new work. Include for 6No new matching quoin stones to the base of the more easterly of the existing piers (1) to replace decayed at ground level. Include the provisional sum of £250 for minor repairs to gate pier (2) where adjacent wall removed if so instructed by C.A. on site	£..... £250.00

- 11.04. New gate** Main contractor to take site measurements + details as needed to allow for specialist blacksmith to fabricate new iron gate for new opening as exact copy of the adjacent existing iron gates.
- Include in this item to take pattern and have cast iron finials produced for the new gate to match the original. Include for blacksmith to refix the already missing finial on the existing gate which the Church warden has in store and can return to site. £.....
- Gate to be supplied with suitable dual swing adjustable iron pin hinges to be built into masonry as new 3rd pier is constructed. Rear of existing gate pier (2) also to be fitted separate latch plate + latch on gate to allow dual swing but retain gate in closed position when not in use. Assume no lock is required.
- 11.05. Gate repair** Allow for specialist to reweld / braze the new cast finial into position to replace missing item on the existing gate. Include to transport gate off site if necessary. £.....
- 11.06. Decoration** New gate, post top cresting's and related accessories all to be factory galvanised then powder coated gloss black. Touch up any transport / fixing damage on site.
- Allow to re-rust, rub down and repaint the existing ironwork to the adjacent kissing gate + finials etc all in gloss black to match. £.....
- Existing gate and adjacent ironwork to be de-rusted with Bilt Hamber Hydrate-80 <https://bilthamber.com/product/hydrate-80/>
- 11.07. Pier capping** Include in this item for blacksmith to fabricate new upper iron cresting (former gas light base) to fit capping on piers (3) and (1) to match the similar remaining ironwork mounted on existing capping stone of pier (2). Fix new cresting's to top of capping stones using stainless steel threaded bar + nuts neatly trimmed and all painted black. £.....
- 11.08. Path** Work to revise path to both sides of new gate position to be included in costs within section 12.0 below.

12.0 – CHURCH PATHS

- 12.01. Prepare** To all areas of existing loose surfaced path allow to scrape back to remove the top coatings of gravel. Retain sufficient for side borders on east approach but otherwise allow to remove from site and dispose. £.....
- Remove the concrete slabs forming the short approach path to the meeting room north door and paved section approaching the east door. Check with C.A. on site but allow for purpose of tender to remove old slabs from site and dispose.
- Adopting a consistent average line as agreed on site, allow to excavate to reduce surface levels to a width apx 1400mm (1200+Edgings) to enable new path subbase to be laid as noted on drawings. £.....

Include in this item for the additional widening of existing path area within churchyard to meet new north side gate.

Retain sufficient clean topsoil on site as reasonably required to regrade adjacent churchyard levels where needed to meet new edges. Remove debris and surplus soil from site and dispose

Although for shallow excavation along the lines of the historic paths it is not anticipated significant archaeology or burials will be encountered there is still potential for uncovering disarticulated remains (sundry bones) or other artefacts. Procedure for this and any formal archaeological recording necessary to be confirmed at precontract meeting.

12.02. Path Edge

Supply and bed securely into position using weak mix concrete new granite kerb edging stones along both sides of new path routes + full perimeter of parking area adj Tower. The Granite sets shall generally be nominal 200 x 150 x 100 fine grey natural granite cropped sets all laid to form a consistent upper edge between the resin path and adjacent churchyard. Path edge level to following the average adjacent site levels to suit the proposed resin bound paths all as detail.

£.....

Sets available from '*thestoneyard.co.uk*' or similar approved supplier.

Extend concrete kerb bedding to form level bases 225 x 225mm flush with G/L for mounting illuminated bollards. See also 13.01

12.03. Resin path

After completion of edging, supply and compact MOT type 3 for path sub base to a nominal thickness of 150mm except under areas subject to occasional vehicle use which shall be increased to 200mm thick. (This is the main approach path from the east and the associated turning / parking area at the base of the Tower.)

Notify C.A. if any areas of soft fill / ground or other conditions likely to compromise the sub base performance are encountered.

Supply and compact into position new path base layer for all paths + parking area using 14-20mm SUDS compliant open textured tarmac. New tarmac to be even of consistent thickness not less than 50mm for pedestrian paths increasing to 80mm for potential vehicle routes as above.

£.....

Supply and lay PermaBound UVR resin bound gravel surface to all new paved areas + turning space as indicated on drawing. All to manufacturers guidelines inc proper records for materials used.

Assume for tendering the aggregate type selected is '*Classic*' as supplied by GCL products

£.....

<https://www.gclproducts.co.uk/permabound/>

Ensure completed resin paths are laid to a consistent finish and an even surface with slight camber toward edges to avoid ponding.

The resin path surfacing with associated base layer construction is to include the south porch approach and short ramps down from east + west as shown on drawing to meet the paved level area in front of the outer arch.

12.04.	Regrade adjacent	The existing wide eastern approach is to remain at full width with loose gravel reinstated either side meeting the edge of the new granite edging. The south approach is to be of similar detail with existing gravel border rationalised forming additional 300mm informal edge either side to allow extra width for carrying coffins. All remaining pedestrian path routes to have the adjacent churchyard levels regraded with clean topsoil and grass seeded to infill the variable width border areas between current grass edge and the new granite path edging.	£.....
12.05.	Tarmac path (existing)	Assume for the purposes of tender that the existing tarmac path along the north east boundary is to remain as existing. If alteration to this is later instructed it will be a variation to contract.	£00.00
12.06.	North gate (external)	To edge of existing approach path which enters the churchyard via the existing kissing gate allow provisional sum £1000 for width adjustment to access new side gate.	£1000.00

13.0 – ASSOCIATED WORKS

13.01.	Path Lighting	To positions indicated on plan 2416/5b supply and install new black 1.0m cast aluminium LED downlight bollards. Bollard units to be surface mounted 'Hothfield 20w Bollard Light' available from https://www.exteriorlights.co.uk or similar supplier achieving recommended min 2 lux illumination to paths Allow to wire electrical connection for lighting into supply in base of tower using separate new RCD trip and correctly buried armoured SWA cable discreetly core drilled below ground level through wall. Assume lights operate in four separate zones for East / South / North + West approaches. Bollard lights to be switched by PIR sensors (sensor positions agreed on site) Allow to install 50mm flexible UPVC cable duct within the MOT subbase layer for supply cables routed under the new paths.	£..... £..... £.....
13.02.	Marking	To the extended turning / intermittent parking area created on the south side of the tower allow to supply + lay cold-applied white lining mastic lines to delimitate wider disability bay parking. Exact positions and widths agreed with client + C.A. on site.	£.....
13.03.	Door	Allow to rub down timberwork to inner porch door and reoil with boiled linseed oil with particular attention to blend the lower section of door (previously against step) with the areas above.	£.....
13.04.	Levels / Spoil	Dispose of all excavated soil / debris from site as not required for backfill or regrading levels.	£.....
13.05.	Completion	Include in above quoted costs for protection to retained adjacent surfaces relevant to each section of work. Leave fit for use, clean + tidy, remove all debris and make good on completion.	£.....

SUMMARY

Part A	Preliminaries applicable to this phase	£.....
9.0	General	£.....
10.0	South Porch access	£.....
11.0	North side access	£.....
12.0	Church paths	£.....
13.0	Associated work	£.....
	Qualifications (if any)	£.....
	Sub Total	£.....
	5% General Contingency	£.....
Contract Total (ex VAT)		£.....